

**County of San Bernardino
Department of Behavioral Health**

**Reporting Suspected Dependent Adult/Elder Abuse and
Neglect Procedure**

Effective Date
Revision Date

7/91
1/29/07


Allan Rawland, Director

Purpose

To inform Department of Behavioral Health staff of the procedure to follow when reporting suspected dependent adult/elder abuse and neglect.

Procedure

The information below provides the procedure for reporting alleged physical abuse.

- A. When a mandated reporter has actual knowledge or suspects that an elder or dependent adult has been abused, a telephone report shall be made immediately or as soon as possible. Use the table below to determine where to report the alleged abuse.

If the alleged abuse occurs...	Then make a report to...
in a long term care facility	<ul style="list-style-type: none">• the long term care ombudsman coordinator or• a local law enforcement agency.
elsewhere	<ul style="list-style-type: none">• the San Bernardino County Department of Adult and Aging Services (DAAS) or• Adult Protective services Division or• Human Services System (HSS)• a local law enforcement agency.

- B. The telephone report shall contain the name and location of the dependent adult/elder, the extent of the injury, and any other information requested by the agency receiving the report.
- C. The telephone report shall be followed up with a written report within two (2) working days of the telephone report. Documentation of Elder and Dependent Abuse is to be noted on forms available from (DAAS).